

## Work Instruction

### MAC Printing SAP spooled jobs

Z\_RSTXPDFT4

#### Purpose

Use this procedure to generate a PDF file to print

#### Trigger

Perform this procedure when you need to print a report from SAP and need to print it as a PDF.

#### Prerequisites

- Performed SU3 to change print spool preferences.
- Initiated print jobs.

#### Transaction Code

Z\_RSTXPDFT4

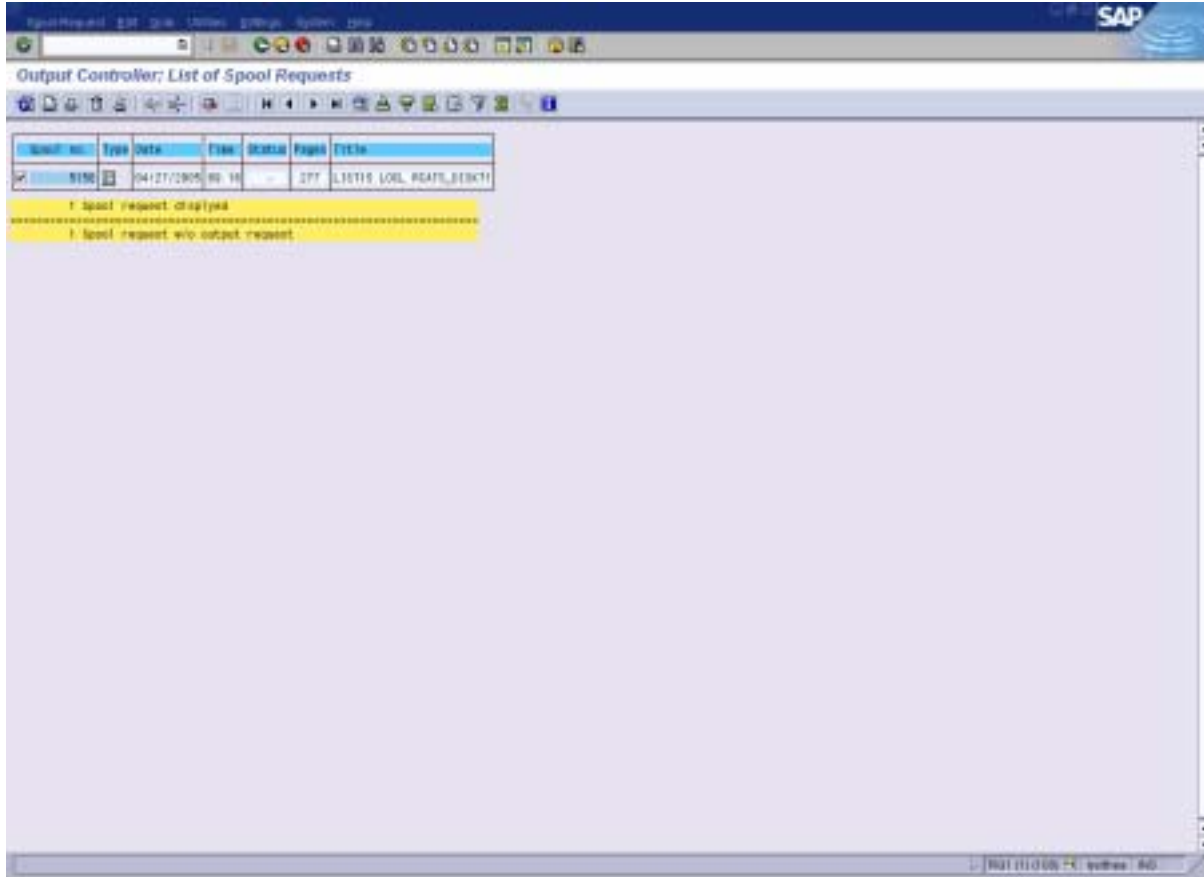
#### Helpful Hints


- None

## Procedure

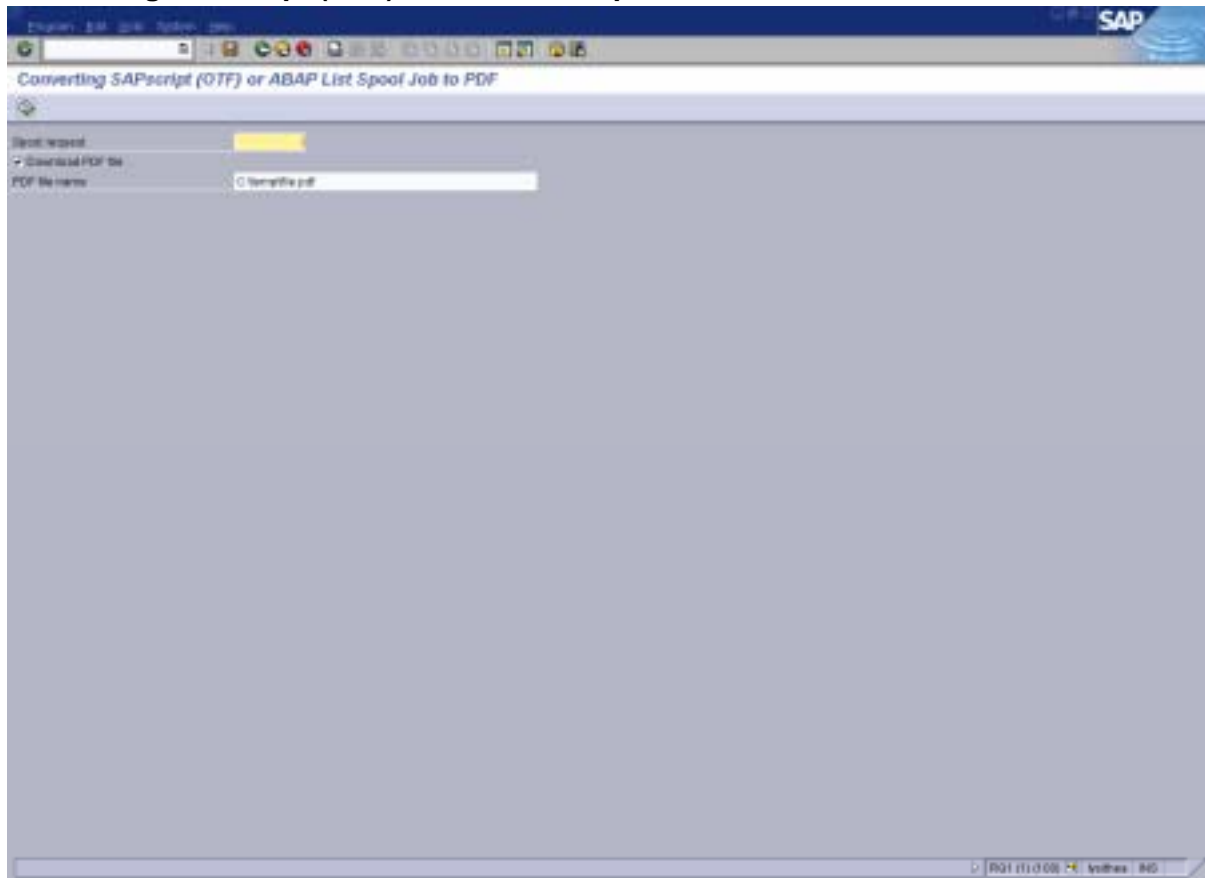
1. Start the print spooler transaction SP02 using the transaction code.


### Output Controller: List of Spool Requests



2. Record Spool # .
3. Input **Z\_RSTXPDF4** in the **Command box**.
4. Click  .

## Converting SAPscript (OTF) or ABAP List Spool Job to PDF



5. Input Spool Job #.
6. Click  to execute.
7. Input file name you want to save this file as for your desktop. Be sure to include the **.pdf** extension on the end of the file name.
8. Go to your desktop to open PDF file.
9. You have completed this transaction.

### Result

You now have a PDF file on your desktop to print to your local printer.